



JOB ANNOUNCEMENT
(Please Post)

Medical-Legal Partnership Staff Attorney (Contract)
Solano County Office

POSITION: Staff Attorney for Medical-Legal Partnership

TO APPLY: Send cover letter, résumé, writing sample, and three references with telephone numbers to:

Shannon McCaffrey, Managing Attorney
1810 Capitol Street
Vallejo, CA 94590
smccaffrey@lsnc.net

If sending application via email, please attach materials as a single PDF.

APPLICATION

DEADLINE: May 15, 2023

START DATE: June 1, 2023

PROGRAM DESCRIPTION:

Founded in 1956, Legal Services of Northern California (LSNC) provides high quality civil legal assistance to the poor, elderly, and people with disabilities in 23 northern California counties. LSNC's Solano County office receives special funding to partner with Kaiser Permanente to provide legal information, education, advice and assistance to health care consumers on a variety of civil legal matters.

RESPONSIBILITIES:

Under supervision of the Solano County office's Managing Attorney, will participate in all aspects of advocacy and litigation including, but not limited to: client interviews, factual investigation, legal research, discovery, preparation of legal documents, negotiations, trials, and appellate work in both state and federal courts; appear at administrative hearings; provide legal advice to individual clients, and general legal information to eligible community groups

LSNC Health:
515 12th Street
Sacramento, CA 95814
P: 916.551.2150
F: 916.551.2196
www.health.lsnc.net

as well as to the public in general; responsible for serving medical-legal partnership sites, including intake and case handling for medical-legal partnership clients and ongoing medical provider training. Travel to off-site local medical-legal partnership locations and other locations in LSNC's service area for training and events will be required.

QUALIFICATIONS CRITERIA:

- a. Knowledge of the principles and procedures of litigation in state and federal Courts, administrative agencies and hearing rights; substantive areas of law relevant to program/office case priorities; principles of community development and establishment of working relationships; the theories of changes in the law and how to implement strategies for developing changes; principles and procedures of legislative advocacy; the importance of written reports to management; computer research methods.
- b. Skills: Client interviewing, investigation, legal research, analytical reasoning ability, creativity, excellent English writing skills, negotiation, trial skills, appellate writing and oral argument, communication/listening skills, ability to work under stress and short time lines, ability and desire to work with/for poor people, people with disabilities and other under-served populations; ability to empathize with the client community, and the ability to do computer research.
- c. Language: An ability to relate to the client community being served; bilingual in a language spoken by client communities preferred, but not required.

EDUCATION/EXPERIENCE:

J.D. or L.L.M. and a member of the California Bar. This is an entry-level position or higher - attorney with one (1) to five (5) years' experience working with low-income people preferred; experience with community outreach preferred; Spanish-speaking ability preferred, but not required.

SALARY RANGE: \$5,607 (Step 1) to \$5,939 (Step 5) per month DOE
See LSNC's Policy on Salary Scales and Scale Placement at lsnc.net

BENEFITS: Legal Services of Northern California offers an excellent fringe benefit plan.

LSNC PROVIDES A BILINGUAL BONUS FOR EMPLOYEES WHO SPEAK A SECOND LANGUAGE, OTHER THAN ENGLISH, COMMONLY SPOKEN BY CLIENTS WHEN THE SECOND LANGUAGE IS USED ON THE JOB FOR WHICH THE PERSON IS EMPLOYED.

LSNC IS AN EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER AND ENCOURAGES WOMEN, PEOPLE OF COLOR, PEOPLE WITH DISABILITIES, OLDER PEOPLE, AND LESBIAN, GAY, BISEXUAL, AND TRANSGENDER PEOPLE TO APPLY.